



Superior Court of the State of California
County of Kings
 1426 South Drive, Hanford, CA 93230
 (559) 582-1010

THERE WILL BE ABSOLUTELY NO REFUNDS OR EXCHANGES ON THE
 PURCHASE OF SUPERIOR COURT FORMS OR PACKETS

Order to Show Cause
Packet Purchase Price: \$15.00

The forms in this packet will not initiate a case.

Once completed the Order to Show Cause is submitted to Judge for review. Upon return the Order to Show Cause will be assigned a hearing date and all copies will be held at the clerk's office for pick-up. Personal service is required for an Order to Show Cause.

Form #	Form Name	Form Last Revised On:	Number of Pages:
Initial forms completed:			
FL 300	Order to Show Cause	07-01-05	1
FL 310	Application for Order & Supporting Declaration	07-01-06	2
FL 305	Temporary Orders (if applicable)	01-01-03	1
FL 311	Child Custody and Visitation Application Attachment	07-01-05	2
FL 150	Income and Expense Declaration (make a 2 nd copy before completing to serve blank)	01-01-05	4
Form served blank:			
FL 320	Responsive Declaration to Order to Show Cause	01-01-03	2
FL 150	Income and Expense Declaration	01-01-05	4
After service is performed:			
FL 330	Proof of Personal Service	01-01-03	2
Forms regarding Child Support:			
FL 191	Child Support Case Registry Form	07-01-05	4
FL 192	Notice of Rights and Responsibilities (Health Care Costs and Reimbursement Procedures)	01-01-06	2
Forms and attachments to complete after the hearing:			
FL 340	Findings and Order After Hearing (Family Law-Custody and Support-Uniform Parentage)	01-01-03	1
FL 341	Child Custody and Visitation Order Attachment	07-01-06	2
FL 341(A)	Supervised Visitation Order	01-01-03	1
FL 341(C)	Children's Holiday Schedule Attachment	01-01-05	1
FL 341(D)	Additional Provisions—Physical Custody Attachment	01-01-05	2
FL 341(E)	Joint Legal Custody Attachment	01-01-05	1
FL 342	Child Support Information and Order Attachment	07-01-05	2
FL 343	Spousal, Partner, or Family Support Order Attachment (family law)	01-01-05	2

Filing fee:*

Order to Show Cause.....\$ 40.00

Order to Show Cause to modify or enforce custody or visitation.....\$ 65.00

*If applying for the filing fee to be waived, request the proper forms from the clerk's office.

Please be aware of the following information:

- ☒ The Court will require the same adherence to all of the laws of the State and California Rules of Court, as if you were represented by an attorney.
- ☒ Clerk personnel are NOT PERMITTED to, NOR WILL THEY give legal advice or help in completing any form. *Please do not ask our clerks to give you legal assistance or advice.* The Clerk of the Court and his deputies are prohibited by law from rendering legal assistance or advice in court proceedings (Sec. 24004 & 68082 Gov. code). Persons appearing in their own behalf are responsible for preparing and presenting their pleadings in complete and proper form without legal assistance from deputies of the Superior Court Clerk's office. Questions pertaining to legal matters or the proper completion of the appropriate forms should be answered by an attorney

Assistance may be obtained from:

- ☒ **Self-Help Center** located online at www.courtinfo.ca.gov. Judicial Counsel forms of California can be accessed, filled in, and printed at this website.
- ☒ A **typing** or **paralegal service**. A list of these services can be obtained from this office.
- ☒ Questions pertaining to legal matters or the proper completion of the appropriate forms should be answered by an attorney.

Preparing documents for filing:

- All pleadings and papers must be typed or legibly handwritten in blue or black ink.
- The law requires **your** name (petitioner), address, and telephone number be typed or legibly handwritten in blue or black ink in the upper left hand corner of all documents presented for filing.
- Each original form submitted for filing must be two-hole punched at the top.
- Personnel in the Clerk's office have been instructed not to file any papers which are not properly completed or assembled.

Do I complete all the forms in the packet?

No, not all forms included in this packet are filed with the ***Order to Show Cause (FL300)***. There are forms in this packet that will be utilized at a later time (after service or after the hearing),

How many copies do I make?

Make at least two copies. One copy for yourself and one copy to serve to each party you will have notified.

How do I make copies?

Each two sided copy must be tumbled (180°) (as presented in the packet)

Each **set** of forms (each multiple page form) must be *stapled*.

What if all parties do not get served? Can I change my hearing date?

Any time prior to the hearing (at least a few days): you as the "moving party" can contact the Calendar desk at (559) 582-1010 ext 3078 to take hearing off calendar. You will need to follow up with a letter to the Clerk's Office confirming taking the matter off calendar.

TO MOVE THE HEARING DATE (once the Order is signed) you will file form, FL 306 **Application and Order for Reissuance of Order to Show Cause**. A copy of the Order to Show CauseThe filing fee will be required to be attached.

What happens at the hearing?

At the hearing you will be expected to present in a succinct and concise manner all relevant oral evidence. If the evidence is not proper, or the pleadings are not in order, you will be informed of this fact and it will be necessary for you to set another hearing date after you have corrected any matters not in order.

Child Support Case Registry Form:

In a case where child support of family support is ordered, the parent who submits an order or judgment must complete the enclosed form, and submit to the court. If any modifications or changes arise, you are required to submit a new CHILD E REGISTRY FORM to the court.